

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
January 7, 2013

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The Jasper County Board of Commissioners met this date at 8:15 A.M. in the Commissioners' Room, Suite 202, of the Jasper County Courthouse located at 115 West Washington Street, Rensselaer, Indiana, with the following members present: Kendell Culp, James A. Walstra and Richard E. Maxwell. Also present was the Auditor of Jasper County, Kimberly K. Grow; Deputy Auditor, Donna J. Horner; Highway Engineer/Supervisor, Jack R. Haberlin; and the Attorneys who represent the Commissioners, Beaver & Beaver. Mr. Culp called the meeting to order and those present stood and recited the Pledge of Allegiance led by Auditor Grow.

REORGANIZATION OF THE BOARD OF COMMISSIONERS: Mr. Maxwell made a motion to nominate Kendell Culp as President of the Board of Commissioners. Mr. Walstra seconded and the motion carried. Mr. Maxwell made a motion to nominate James Walstra as the Vice President of the Board of Commissioners. Mr. Culp seconded and the motion carried.

PAYROLL CLAIM & ALLOWANCE DOCKET: Mr. Walstra made a motion to approve the Payroll Claim & Allowance Docket for the pay period ending December 15, 2012. Mr. Maxwell seconded and the motion carried.

BURIED CABLE PERMIT: Mr. Walstra made a motion to approve the following buried cable permit submitted by Nipsco. Mr. Maxwell seconded and the motion carried.

NIPSCO:

ACT #90221 Purpose: Extending natural gas mains along both county roads and install gas services to 18 existing homes in Walker Township. There is tile in the area. (Permit No. 663)

NEWSPAPER DESIGNATION FOR 2013: Mr. Maxwell made a motion to approve designation of the Rensselaer Republican, Remington Press and Kankakee Valley Post News as the three (3) newspapers to use for publishing legal notices for 2013. Mr. Walstra seconded and the motion carried.

ANIMAL CONTROL BOARD / MICROCHIPPING DOGS: Kyler Laird, Jasper County Animal Control Board Member, stated that there have been discussions regarding some of the issues with dog identification. During these discussions, the microchipping of dogs has been proposed. There are currently some programs that make it free for some shelters to be able to microchip dogs. The Animal Control Board is in favor of at least microchipping the dogs coming out of the shelter. Mr. Culp asked if our shelter would qualify for the free programs? Mr. Laird replied that we would have to look into the details. There is a program through Pet Finder that reimburses the cost once people register their dogs. It is not clear that it would be completely free; however, it would be a very low cost. Mr. Laird stated that his biggest concern is with the dogs that repeatedly show up at the shelter. There is also the issue of dog bites. The recommendation was made to proceed with obtaining more information regarding the cost involved.

JAIL FACILITY / MAINTENANCE: Sheriff Risner reported that there are several security lights out within the cellblocks as well as a couple of lights that need replaced within the parking lot. The current maintenance man has been using up compensatory time as well as doing work at the Courthouse causing him to be unable to take care of these items. Mr. Culp asked if there was a back-up available if the current maintenance man is unavailable? Sheriff Risner replied that it can be difficult to find people willing to do this kind of work within the facility.

Sheriff Risner stated that the Council did approve additional funding within the part-time account for a Correctional Officer. According to the Indiana Jail Standards, even the part-time Control Operator is now required to attend the Jail Operator School. Sheriff Risner would like to hire a part-time position to help in the control situation. Mr. Culp asked if there was any idea as to what the cost would be or how many hours this person would work? Sheriff Risner replied that it would probably be kept within the 30 hour range at a cost of \$15.00 per hour. Mr. Walstra made a motion to approve a new part-time correctional position as requested. Mr. Maxwell seconded and the motion carried.

BID OPENINGS / CASH RENT OF JASPER COUNTY FARMGROUND: The following bids for cash rent of the Jasper County farmground were received at 8:45 a.m.:

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|-----------------|--------------------------------|---------------|
| 1) Tim Schwab | 181.84 acres (Fairgrounds) | \$57,500.00 |
| | 25.00 acres (Detention Center) | \$ 8,000.00 |
| | 18.59 acres (Airport) | \$ 4,000.00 |
| 2) John Korniak | All | \$289.00/acre |

Mr. Culp stated that John Korniak was the high bidder for the airport property. Mr. Culp stated that some drainage work will be taking place at the airport which means that the hay ground along the frontage is going to be excavated. This was not known when the bid announcement was advertised. Mr. Korniak, who was present at the bid opening, will let the Commissioners know by their January 22nd meeting whether or not he will be farming the airport property.

Mr. Maxwell made a motion to accept Tim Schwab's bid on the 181.84 acres (Fairgrounds) for \$316.21/acre and the bid on the 25 acres (Detention Center) for \$320.00/acre. Mr. Walstra seconded and the motion carried.

Mr. Maxwell rescinded his original motion due to some errors within the calculations. Mr. Walstra seconded and the motion carried.

Mr. Maxwell made a motion to accept Tim Schwab's bid on the 181.84 acres (Fairgrounds) for \$57,500.00 and the bid on the 25 acres (Detention Center) for \$8,000.00. Mr. Walstra seconded and the motion carried.

CYMA UPDATE: Bill Batley, IT Director, was present to give an update on the financial software that is currently used by the Auditor and Treasurer (CYMA). Mr. Batley stated that there has been an issue with reports taking an exuberant amount of time. The other day, some representatives from GUTS were given full disclosure to all of the network settings, server settings, etc. and it did not look like anything locally was the issue. Some changes were made to the desktops themselves in the application. This has taken some of the reports that were taking 15-20 minutes to run down to 5 minutes. Some of the reports will need to be reconfigured. The performance of our equipment is not the issue.

IPADS / MONTHLY FEE: Jack Haberlin stated that the Highway Department will be receiving two (2) iPads through the sign inventory grant. The cost to put them on the Verizon plan is \$29.99 per month. Mr. Maxwell made a motion to pay for the monthly cost out of the CEDIT fund. Mr. Walstra seconded and the motion carried.

INDIANA DEPARTMENT OF CORRECTION STATE GRANT APPLICATION / LETTER OF SUPPORT: Mr. Walstra made a motion to approve a Letter of Support for the Indiana Department of Corrections State Grant Application submitted by Jasper County Community Corrections. The majority of the funds will be used to pay partial salaries of five (5) employees. Mr. Maxwell seconded and the motion carried.

HOTEL / MOTEL TAX UPDATE: Kevin Kelly reported that they are currently in the process of updating the "Guide to Jasper County, Indiana". Every January, we update our demographic information. In terms of the hotel/motel tax that became effective January 1, 2012; theoretically, the first installment would be in by February 20. Mr. Kelly stated that he has been working behind the scenes to set up the infrastructure to execute the program. The Commissioners will need to make appointments to the Tourism Commission as well as to provide guidance. Mr. Kelly will be giving a tour on the 24th of the local attractions. Mr. Culp requested that a presentation be given to the Commissioners after the tour.

BRIDGE / NEWTON COUNTY: Gail Ackerman, Assistant Superintendant/Highway Department, reported that she attended the Newton County Commissioners meeting this morning regarding a bridge that is located in Newton County but does have a direct effect on Jasper County. The bridge has been closed down. Newton County is aware that the road is not heavily traveled and that it is mostly utilized by Jasper County residents. A two (2) person bridge committee has been formed consisting of their Highway Superintendant and one of their Commissioners.

BRIDGE / NEWTON COUNTY CON'T: They have requested that Jasper County appoint a Commissioner as well as their Highway Superintendant to also be a part of this committee. Mr. Culp asked if they can close a road when it affects another jurisdiction? Attorney Beaver will need to research. I am not sure that they can just automatically shut a bridge down without going through some type of process. Further discussion took place. Mr. Maxwell stated that he would like to hear some options as to what can be done to the existing bridge. What can be done to correct the problem?

ADA / UPDATE: Jack Haberlin reported that he is continuing to look into the ADA requirements; however, it appears that all that needs to be taken care of at this time are the six bathrooms. A consultant does not need to be hired at this time. Mr. Culp stated that Hamstra's have taken measurements and pictures of the bathrooms and will be giving a rough estimate. Mr. Haberlin stated that in no way do the buildings affect any of our grant money at this time. What needed to be taken care of by the end of the year has been done.

EMPLOYEE BONDS: Mr. Maxwell made a motion to approve the employee bonds for Kimberly Grow, Jasper County Auditor, and Donya G. Jordan, Deputy Auditor. Mr. Walstra seconded and the motion carried.

AIRPORT AUTHORITY BOARD / APPOINTMENT: Due to the resignation of Andy Andree, there is currently an opening on the Airport Authority Board. Mr. Culp stated that he believes that we owe it to the taxpayers to at least understand who these people are that we are appointing based on who we perceive is the best candidate. Mr. Culp would like for the position to be advertised and for those interested to be interviewed.

VACATION DAYS / REQUEST TO CARRY OVER: Barbara Robinson, Deputy Auditor, has requested permission to carry forward two (2) vacation days into 2013. Mr. Walstra made a motion to approve a 60 day extension. Mr. Maxwell seconded and the motion carried.

JOB DESCRIPTIONS / UPDATE: Auditor Grow gave an update on the job descriptions. Kent Irwin's office has been contracted in regards to the questions raised at the last meeting regarding exempt/nonexempt employees. Those in question were sent a questionnaire of compliance for exempt and/or nonexempt status. Auditor Grow hopes to have all of the updated job descriptions complete prior to the January 22 meeting.

KB SOLUTIONS / UPDATE: Kurt Stevens, KB Solutions, reported that he met with Harry Carney, Maintenance, at the jail and there are several small items including thermostats, etc. that need to be taken care of. I think we need to have Comfort Systems come up and spend the day to fix these items. The cost for them to come up and spend the day would run around \$1,000.00. The system itself is working like it's supposed to work. This morning we were gaining over 20 degrees on the heat wheel which essentially means that we are dumping air out of the building but we're capturing a lot of the heat and keeping it within the building.

Mr. Stevens stated that if the Commissioners choose to hire EMCOR or anyone else, he would like to be hired to make sure that the job gets done right. Upon request, Mr. Stevens will submit a proposal.

HIGHWAY FUNDING / PRESENTATION: Mr. Culp recently gave a presentation on local road funding from a Commissioner's perspective at the State Farm Bureau Convention. The presentation was also shared during the Commissioners' meeting. The figures were based from 2001 – 2011. Mr. Culp stated that Highway funding from gas tax dollars has been flat during the last 10 years. The 2011 funding is actually less than the 2001 funding. While revenues have stayed flat and actually declined a little bit, the input cost or price per mile calculated for blacktop has increased tremendously. The cost to blacktop 1 mile of road in 2001 cost \$31,000.00. In 2012, the cost was \$82,500.00 to blacktop 1 mile of road. As a result, our road miles dramatically decreased from 2001 to 2011. Since no new revenue is coming in and there is not as much work, you might ask what have we done? One area that really stands out is the number of highway employees. A high of 44 employees was reached in 2005 (full-time and part-time). We are currently down to 28 employees (27 full-time and 1 part-time). Mr. Culp also gave a quick synopsis of where local road funding comes from.

AIRPORT AUTHORITY BOARD: In response to an earlier question, Attorney Beaver stated that the statute (IC 8-22-3-4) that he believes is applicable states that the Airport Authority Board consists of 4 members.

AFTER THE JASPER COUNTY DRAINAGE BOARD MEETING:

TIME EARNED / CLARIFICATION: Due to some recent questions that arose when an elected official goes back to a deputy position, Auditor Grow clarified that Donya Jordan, Deputy Auditor, has 19.38 sick days carried over from the time that she was employed in the Treasurer's Office. Mrs. Jordan also has 13.75 vacation days (pro-rated) and 2 personal days for 2013. Phyllis Lanoue, Deputy Recorder, does not have any sick days to bring forward. Mrs. Lanoue does have 15 vacation days (pro-rated) and 2 personal days. Mr. Walstra made a motion to approve. Mr. Maxwell seconded and the motion carried.

Auditor Grow stated that, with the Commissioners' permission, she added an insert to the sick leave bank form that would allow, upon approval, personal days to be used to enroll. Phyllis Lanoue is going from an elected official position to a deputy position and would like to enroll in the sick leave bank; however, she has not earned any sick time. The Sick Bank Committee gave approval for Mrs. Lanoue to use personal days rather than sick time to enroll.

KEY / COURTHOUSE: Auditor Grow requested clarification on who has the final say as to which employees are allowed to have a key to the Courthouse. Commissioner Culp replied that it is ultimately a Commissioner decision. Department heads within the Courthouse are allowed to have a key or, if they prefer, they can have 24-hour access with their key fob.

PLAN COMMISSION / APPOINTMENT: Mr. Walstra made a motion to appoint Todd Peterson to the Plan Commission subject to meeting the proper qualifications. Mr. Maxwell seconded and the motion carried. Mr. Peterson will be filling the appointment left by the resignation of Don Miller.

KANKAKEE-IROQUOIS REGIONAL PLANNING COMMISSION / APPOINTMENT: Mr. Walstra made a motion to appoint Vince Urbano to the Kankakee-Iroquois Regional Planning Commission. Mr. Maxwell seconded and the motion carried.

SURVEYOR / PART-TIME HELP: Vince Urbano, Surveyor, stated that the Council did cut his part-time position back a little bit. The previous part-time employee was given the full-time position that was recently open within the Surveyor's office. Mr. Urbano is thinking about getting someone to come in part-time to work in the computer-related field as well as assisting in the field with Thom and Adam. There is \$10,000.00 available within the part-time line and \$5,000.00 within the summer help line. Mr. Walstra made a motion to approve the hiring of a part-time employee. Mr. Maxwell seconded and the motion carried.

There being no further business, Mr. Maxwell made a motion to continue the meeting until Tuesday, January 22, 2013 at 8:30 a.m. Mr. Walstra seconded and the motion carried.

JASPER COUNTY BOARD OF COMMISSIONERS:

Kendell Culp, President

James A. Walstra, Vice President

Richard E. Maxwell, Member

ATTEST:

Kimberly K. Grow, Auditor of Jasper County

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